

**REGULAR MEETING OF THE  
FRISCO HOUSING TRUST FUND BOARD  
CITY OF FRISCO MUNICIPAL COMPLEX  
COUNCIL CHAMBERS  
6101 FRISCO SQUARE BLVD  
FRISCO, TEXAS 75034**

**Wednesday, April 22, 2009 at 6:30 PM**

**MINUTES**

1. **Call to Order.** The meeting was called to order at 6:35 PM by Chairman Brad Thompson. The following board members were present: Brad Thompson, Shannon Kackley, Donna Scott and Don Parker. Nicole Bursey was excused. Staff was represented by Nell Lange, Janet Maccubbin, and Stacy Brown.
2. **Consider and Act on approval of the minutes of the April 8, 2009 Housing Trust Fund Board Meeting.** A motion was made by Donna Scott to approved the April 8, 2009 Housing Trust Fund Board meeting minutes. Shannon Kackley seconded the motion and the motion carried unanimously.
3. **Public Hearing: Community Development Block Grant PY 2009 and Social Service Grant PY 2010 Grant Allocation.** Shannon Kackley made a motion to open the public hearing. Don Parker seconded the motion and the motion carried unanimously.

The first agency to make a presentation was International Program for Senior Citizens represented by Edwin Achala, Howard Davies, and Leticia Jones. The agency is in the start up phase and has not received it's 501©(3) designation letter. The agency would like to provide the following services: senior activities, after school care, scholarships, mentoring, and care giver resources. The request is for \$300,000 to rent a facility. During the board question time, the agency stated that they do not have their 501© (3) letter; that they will provide a detailed budget, and that they will not be able to provide services without the letter and funding from Frisco.

CASA was the next agency presentation given by Susan Etheridge. The mission of the agency is to train community volunteers to be advocates for abused and neglected children. The request is for \$1,824 to purchase three (3) computers. During the board question time, the agency stated they have moved to their new facility as of February 28, 2009.

Next up was Frisco Care's Children's Clinic represented by Cristi Payton. The mission of the agency is to provide health care to children in Frisco and surrounding communities. The request is for \$40,000 for prescription medications and rent assistance. During the board question time, the agency stated that people are finding them through notices and word of mouth; they are screening for proof of residency; volume increased in February; they are not doing income documentation, and that they will make do with what funds they are allocated.

The fourth agency to make a presentation was Frisco Family Services Center and was represented by Joni Klarin. This agency provides emergency services to low to moderate income persons in Frisco. The request is for \$138,000 (Bilingual Caseworker - \$48,000 and Food - \$90,000). During the board question time, the agency stated theat they have started a community garden with 75 plots; and that the increase in requests for services has been more than the garden alone can fulfill.

Frisco Housing Authority, was the next agency to make a presentation and was represented by Salazaar Arden. The agency provides 20 units of affordable housing to Frisco residents.

The request is for \$30,000 to partially pay for the purchase and installation of electrical breaker boxes on all units and the office.

Karen Marks represented Relief Nursery of Collin County which is in its first year of operation. The mission of the agency is to keep families together and children safe through therapy, counseling, home visits, and respite care. It is an alternative to foster care. The request is for \$8,868.39 for operating expenses (rent, utilities, phone, meals, program supplies, mental health, transportation) to provide services to 14 residents. During the board question time, the agency stated that they determined the number to be served by the percent of Frisco's county population; the location of the facility is in Plano; they feel that Frisco residents will use their services; and that they will forward a detailed budget.

Frisco Education Foundation was represented by Allison Miller. This agency provides scholarships to students of Frisco Independent School District. The request is for \$105,000 to provide scholarships to 900 students. During the board question time, the agency stated that they did not use the SAT funds and redirected the funds to another scholarship.

The Collin Intervention to Youth, CITY House, was represented by Kathy Black. This agency provides a variety of services for youth including a youth shelter, transitional living homes, and counseling. The request is for \$9,670 to operate the youth shelter. During the board question time, the agency stated that the request is based on the percentage of Frisco clients.

The request for City of Frisco grant administration funds was presented by Stacy Brown. These funds provide for staff, consulting services for the upcoming Consolidated Plan, training, and advertising notices. The request is for \$51,205 or 20% of the annual grant.

The City of Frisco Housing Rehabilitation Program was presented by Stacy Brown. This program provides Frisco income eligible residents access to emergency repairs and major housing rehabilitation. The request is for \$100,000 to complete four (4) housing rehabilitation projects.

Shannon Kackley made a motion to close the Public Hearing. Don Parker seconded the motion and the motion passed unanimously.

4. **Consider and Act on homebuyer loan applications for the City of Frisco Workforce funds and the Community Development Block Grant (CDBG) fund.** CDBG Down Payment Assistance Loan #2 was presented to the board. Don Parker made a motion to approve the loan. Donna Scott seconded the loan and the motion passed unanimously. Targeted Down Payment Assistance loan application #20 was presented to the Housing Trust Fund Board. Donna Scott made a motion to approve the loan. Don Parker seconded the motion and the motion carried unanimously.
5. **Citizen Input.** None
6. **Adjourn.** Shannon Kackley made a motion to adjourn. Don Parker seconded the motion and the motion carried unanimously.

Submitted by:

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Shannon Kackley, Secretary

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Brad Thompson, President